

## **MINUTES**

### **WEST LAFAYETTE REDEVELOPMENT COMMISSION**

**609 West Navajo St., West Lafayette, Indiana**

**Council Chambers**

**September 15, 2009**

The meeting was called to order at 8:36 a.m. President Oates presided.

President Oates motioned to appoint Commissioner Curtis as acting secretary in the absence of Secretary Sorensen. Commissioner Damico seconded.

Acting Secretary Curtis called the role.

Present: Larry Oates, Steve Curtis, Diane Damico, Janet Elmore, Dottie Rausch

Absent: Linda Sorensen, Gary Lehman

President Oates stated affirmative votes of the three commissioners present constitutes a quorum and will be required to approve any matters.

#### **Old Business:**

##### Minutes

Commissioner Curtis moved to approve the minutes of the August 18, 2009 Redevelopment Commission meeting. Commissioner Damico seconded. The minutes were approved as written 3-0.

##### Other

There was no further Old Business.

#### **New Business:**

##### Review of Financial Reports

Current financial schedules were reviewed by Redevelopment Commission Treasurer Judy Rhodes. Treasurer Rhodes stated that no increment has been received as of yet. The Certified Technology Park Grant Fund accumulated interest is to be dispersed after this meeting. This transaction will close out the grant fund. Changes in trust account

investments and related interest earnings were reviewed. It was noted that no financial statements for the Wabash Landing Parking Garage have been received since the June statement. President Oates requested assistance from Commission Attorney Brooks in obtaining financial reports from the management company as required by the terms of the management agreement.

#### Payment of Claims

Commissioner Curtis motioned to approve the payment of the Levee/Village TIF Surplus claims in the total amount of \$7,313.55. Commissioner Damico seconded. The claims from H. Stewart Kline & Associates in the amounts of \$1,350.00 and \$3,885.50 were related to the Wabash Heritage Trail historical review and engineering design. The claim from H. Stewart Kline & Associates in the amount of \$1,248.05 was for survey work at the southeast corner of Tapawingo Drive and SR 26. The claim of \$830.00 from B & D Electric covered the installation of additional electrical outlets at the Tapawingo Park band shelter.

The roll call vote:

**Aye:** Oates, Curtis, Damico

**Nay:**

The motion to approve the payment of the Levee/Village TIF Surplus claims in the total amount of \$7,313.55 passed 3-0.

Commissioner Curtis motioned to approve the payment of the KCB TIF Surplus claim in the total amount of \$3,700.00. Commissioner Damico seconded. The claim from CrossRoad Engineers in the amount of \$3,700.00 was for right-of-way work on Yeager Road Phase II Project.

The roll call vote:

**Aye:** Oates, Curtis, Damico

**Nay:**

The motion to approve the payment of the KCB TIF Surplus claim in the total amount of \$3,700.00 passed 3-0.

#### Resolution RC 2009-4

Commissioner Damico motioned to approve Resolution RC 2009-4, a Resolution Requesting the Transfer of Funds. Commissioner Curtis seconded. The transfer allows the expenditure of funds for portable traffic barricades. President Oates confirmed the purchase of the barricades was within the traffic maintenance budget allocation.

Further comments were requested from the public. There was no further discussion.

The roll call vote:

**Aye:** Oates, Curtis, Damico

**Nay:**

The motion to approve Resolution RC 2009-4 passed 3-0.

#### Resolution RC 2009-5

A Public Hearing was opened on Resolution RC 2009-5 which pertained to the 2010 Redevelopment Commission budget. Treasurer Rhodes explained the Redevelopment Commission is using the State provided budget approval process. The final vote on the budget adoption will occur at the October 20<sup>th</sup> meeting of the Commission. The proposed budget has allocated funds in the major budget categories of Other Services and Charges (300) and Capital Outlay (400). Budget forms for each of the funds were distributed and reviewed. The budget covers an 18 month period; the second half of 2009 and all of 2010. Treasurer Rhodes stated no formal action will be required by the Redevelopment Commission to move the unexpended 2009 budget to the 2010 budget. Failure to receive TIF increment this year could reduce the expenditures for 2009. Comments from the Public were requested. The final reading and approval of the 2010 Redevelopment Commission budget, RC 2009-5, is scheduled for the October 20, 2009 meeting.

#### Minutes Transcription Discussion

Commissioner Damico commented that other city meetings have more thorough minutes. Commissioner Damico expressed concern that verbatim minutes would be more informative to the public and beneficial for historical purposes. Attorney Brooks cited Roberts Rules of Order for minutes transcription which calls for "a discussion was held" and the vote. Tape recordings of the meetings are available if requested. Attorney Brooks had consulted with the Office of Public Access Council. He noted that the style of transcription can be changed by a vote of the Commission. Mayor Dennis commented that the City is considering obtaining digital equipment which will allow public access to entire meetings which will be posted on the City's website. The new technology will provide a better service to the community.

#### Wabash Landing Parking Garage Financial Statements

President Oates requested Wendy Watson's assistance in forwarding financial statements for July and August, 2009.

## Other

### Cumberland Ave. Reconstruction Project

Brandon Fulk, Project Manager and Shawn Strange, Project Engineer Schneider Corporation were introduced by City Engineer Dave Buck. Information describing the scheduling and design was distributed. Mr. Buck gave a brief historical review of Cumberland Avenue construction and a summary of information received from public sessions. The Cumberland Avenue corridor extends from U.S. 52 to Soldier's Home Road and is about 1.5 miles long. The reconstruction is intended to mitigate increased traffic flow resulting from county extensions planned for the future. The reconstruction project will be broken down into three phases. Plans were reviewed for the bidding process, utility relocation challenges, intersections including roundabout locations, ADA compliant ramps, landscaping, green initiatives and sustainability. Construction is anticipated to begin in March 2010. Pedestrian and bicycle safety was discussed. A question and answer session followed.

### Wabash Landing Parking Garage Phase IV

Tom Gall, T.J. Gall and Associates stated bids for the Phase IV Capital Repair Project were opened at the Board of Works. The bid from Carl E. Most & Son was determined to be the most responsive and responsible bid and within the budget. Requests for quotes for repairs to the stairwell enclosure have been sent out and are scheduled to be opened in the Department of Development. Commissioner Curtis motioned to allow the Board of Works to execute the contract with John E. Most & Company for the Wabash Landing Parking Garage Phase IV Capital Repair Project not to exceed \$190,000.00. Commissioner Damico seconded.

The roll call vote:

**Aye:** Oates, Curtis, Damico

**Nay:**

The motion passed 3-0.

### Fitness Trail Status

Parks Superintendent Joe Payne updated the Commission on the fitness trail. Assistant City Engineer Mike Thompson has been working with the school corporation on the track portion of the trail. Landscaping and fencing details are being worked out. Pavement markings on the sidewalk portion of the trail will be put on in the spring. Quotes for the asphalt work will be opened by the Board of Works with the work to be completed by October 30<sup>th</sup>.

### Purdue Crew Boathouse Groundbreaking Ceremony

Director of Development Chandler Poole announced the Purdue Crew Groundbreaking Ceremony on Sunday, September 20<sup>th</sup> at 4:00 p.m. at the former Burnham's site.

### Temporary Fire Station No. 3

Requests for quotes for asphalt and floor repairs at the temporary fire station have been sent out by Assistant City Engineer Thompson. The floors were not replaced when the parks barn was remodeled as the temporary fire station. Pictures of the extent of the damage to the original floors were distributed. The preliminary budget estimate for the repairs is approximately \$40,000 and will be from KCB TIF funds.

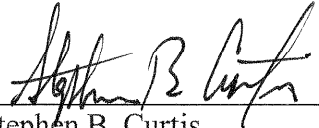
The next meeting was confirmed as Tuesday, October 20, 2009 at 8:30 a.m. There was no further new business.

### Public Comment


Public comment was requested.

### Adjourn

There being no further new business, Commissioner Damico motioned to adjourn. Commissioner Curtis seconded. The meeting adjourned at 10:07 a.m.

  
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Stephen B. Curtis  
Acting Recording Secretary

Approved:

  
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Lawrence I. Oates  
President

/djk